



U.S. Department
of Transportation

**Federal Highway
Administration**

Memorandum

6300 Georgetown Pike
McLean, Virginia 22101

Subject: **ACTION**: LTPP Directive I-99
LTPP Data Upload Schedule and Procedures

Date: November 19, 2002

From: Eric Weaver 
Long Term Pavement Performance Team

Reply to
Attn of: HRDI-13

To: Dr. Frank Meyer, PM - LTPP North Atlantic Regional Contract
Mr. Tom Wilson, PM - LTPP North Central Regional Contract
Mr. Mark Gardner, PM - LTPP Southern Regional Contract
Dr. Sirous Alavi, PM - LTPP Western Regional Contract
Dr. Gonzalo Rada, PM - LTPP Technical Support Services Contract

Attached is the Long Term Pavement Performance (LTPP) Program IMS Directive I-99 to implement the LTPP Data Upload Schedule and Procedures. Please make sure that all office personnel involved in the LTPP IMS are aware of this new directive.

If you have any questions concerning this transmittal, please do not hesitate to call me at 202-493-3153.

Attachment

FHWA:HRDI-13:EWeaver:mad:493-3153:11/19/02

File: c:/mdeeney/directives/ims/I-99dir.doc

cc:

Directive Binder

LTPP Team

Official file

Chron

LONG TERM PAVEMENT PERFORMANCE PROGRAM DIRECTIVE



For the Technical Direction of the LTPP Program



Program Area:	IMS	Directive Number:	I-99
Date:	November 19, 2002	Supersedes:	I-90
Subject:	Data Upload Schedule and Procedures		

The following procedures shall be used for upload of data from the LTPP regional databases the national database.

- The upload shall occur on the first Tuesday of December and June.
- The Regional Support Contractors (RSCs) shall ship uploads to arrive by this date.
- The upload data files shall be submitted on CD-ROM media.
- The last software update prior to the December and June uploads will occur on the first Tuesday of November and May, if needed.
- In order to be considered for inclusion, all Software Performance Reports (SPR) must be received by the LTPP Technical Services Support Contractor (TSSC) at least two weeks prior to the first Tuesday of November and May. Software changes in response to SPRs received after this date may not be included in the software release.
- Two weeks prior to the upload, the LTPP TSSC shall provide the RSCs scripts to perform the extraction or instructions on export of modules to be uploaded. Delivery locations for the data and upload report will be included with the extraction instructions.

The intent of each upload is a complete transfer of all data from the regional databases to the national database. All data entered into the RIMS at the time of the upload are expected to be at their final processed stage and ready for analysis use as indicated by the level of RECORD_STATUS. Each RSC shall attempt to process and prepare for uploading all monitoring data directly collected by the RSC 60 days prior to the upload date.

As a minimum, each RSC shall have performed the following functions prior to the upload:

- All CN*.SQL scripts shall be run on all data included in the upload.
- Automated QC check programs shall be run on all data included in the upload. A reasonable effort shall be made to resolve errors found by the programs so that data included in the upload has completed the QC process.
- For test sections with an “Out-of-Study” status, all pavement monitoring and construction data, dated after the out-of-study date, shall be removed from the regional database prior to the upload.

An upload report shall be submitted in electronic format with each upload by the RSCs. The upload report shall include the following:

- Identification of data sets that did not complete the QC process and brief discussion of factors that prevented completion.
- Identification of recent monitoring data collected 60 days prior to the upload date that was not included in the upload and brief discussion of factors why the data was not loaded. This report shall not include monitoring data that was removed from the database or not loaded into the database due to changes in test section status or data quality issues.
- Record counts, by table name and RECORD_STATUS, shall be provided for all tables included in the upload.
- The output files from the last set of CN*.SQL scripts run prior to the upload.
- Cumulative listing of all SQL scripts used to manually downgrade RECORD_STATUS.

Prepared by: TSSC

Approved by:

Aramis López, Jr.
LTPP Team Leader